



## Community Development Division

### Frederick County, Maryland

#### *Office of Life Safety*

30 North Market Street • Frederick, Maryland 21701

PHONE (301) 600-1943 • FAX (301) 600-2309 • TTY: USE MD RELAY SERVICE

Revised 7/1/2013

## DETAILED INSPECTION INFORMATION

### NON-RESIDENTIAL - NO Change of Use and NO Construction Only

An occupancy inspection is required by an Office of Life Safety Inspector in order to receive a Certificate of Occupancy. Please note that no other inspections from Permits & Inspections are required when no construction is involved.

The following items are the major things that will be inspected and/or tested at the time of the occupancy inspection (if applicable):

- **Emergency lighting, exit signs & means of egress (check to see that there are no blocked exits, that proper hardware is installed on doors, etc.).** A Life Safety Inspector will inspect the exits and paths leading to the exits, to ensure exit and travel paths are adequate in width and free from obstructions. If present, exit lights and emergency lighting shall be in working order and will be tested during your pre-final/final inspection. If present, panic hardware shall be in working order and tested for the ease of operation.
- **Fire extinguisher(s) type, locations & service date.** A 10 pound ABC fire extinguisher in most cases will be sufficient. Cooking operations shall require a Class K extinguisher. In most cases the fire extinguisher(s) should be mounted at or near the exit(s) of the space. The fire extinguisher(s) shall be mounted no lower than four inches off the floor and no higher than 54 inches off the floor. A Life Safety Inspector can assist you with fire extinguisher mounting locations if mounting at or near the exits presents a cumbersome situation for your staff or customers.
- **Existing Fire protection, detection & suppression systems.** Existing sprinkler, fire alarm, kitchen hood systems etc. shall be in working order and have been serviced by a qualified service technician. (serviced within 1 year for fire alarm & suppression systems and 6 months for kitchen hood systems) Documentation from your service vendor will need to be provided to the Life Safety Inspector at your pre-final/final inspection.
- **Knox-Box for Emergency Response Access.** A key(s) or card key shall be provided for an entrance door and for any other internal locked doors housing electrical equipment, sprinkler valves, or fire alarm control panel etc. An Office of Life Safety Inspector will label and secure your keys in the Knox Box.

- **Building address posted**-The addressing ordinance 05-01-362 for Frederick County requires all commercial/industrial occupancies post their address with a minimum of eight inch high numbers on the front of the space, within three feet of the main entrance. Rear access doors shall be posted with a minimum of six (6) inch numbers. Numbers shall be on a contrasting background and in a font that is easily readable.
- General evaluation of Life Safety issues as they relate to the requested occupancy and any issues as indicated on the permit approval or plan review.

Requirements and guidelines for the above items as well as other general information and details can be found on our web page at [www.FrederickCountyMD.gov/ols](http://www.FrederickCountyMD.gov/ols) .

Please also review the approval comments as found in your approved building permit packet. If there should be any questions, please feel free to contact a plan reviewer concerning these or any other issues at 301-600-1643 or 301-600-1943.

The most referred to adopted codes and standards are:

- Annotated Code of Maryland COMAR 29.06.01: January 1, 2013
- IBC (International Building Code, 2012 Edition w/amendments
- NFPA 101 (National Fire Protection Assoc.) Life Safety Code, 2012 Edition
- NFPA 1, Fire Code, 2012 Edition

**To schedule your occupancy inspection, please call 301-600-1090.**

Please have your Building Permit A/P number ready when you call for your inspection. Thank you.